



**FINANCE COMMITTEE - BARTH COTNER
MONDAY OCTOBER 9, 2017**

**COMMITTEE MEETING: IMMEDIATELY FOLLOWING THE PREVIOUS
MEETING**

**PLACE: COUNCIL CHAMBERS
7232 E. MAIN ST, REYNOLDSBURG, OH 43068**

1. Call to Order

PRESENT: Cotner, Long, Skinner, Luzader, Joseph
ABSENT:

2. Approval of Agenda

2 Items added

Mr. Cotner: Motion to add Item 4P, which is a speaker slip from Kristin Bryant and then add Item 4Q as a discussion regarding video of council meetings. Is there a second?

Mr. Long: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Opposed. Thank you.

3. Approval of Minutes

a. Finance Committee – Committee Meeting – September 25, 2017

RESULT:	ACCEPTED
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4. Discussion

a. Ordinance Authorizing Mayor to Enter into Contract with Donald J. Schonhardt & Associates, Inc. for Management Consulting Services

Mr. Cotner: This comes from the Auditor's office. I know he's not here this evening. Just wanted to get this process started for the comprehensive annual financial reports. Anyone have questions on this item tonight? I'll make a motion that we send this to council for a first reading. Do I have a second?

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Opposed. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- b. Ordinance Authorizing City Auditor to Remove Equipment from the City's Fixed Asset List.

Mr. Cotner: This comes from our Police Department. Any comments on this item? Looks like old equipment we need to take out of service.

Lt. Early: Thank you members of council. We have an aging fingerprint machine that's about 8 years old and the last power outage shot it. We were on a hope that we were going to get a grant through Franklin County to get a new one. That kind of fell through, but it's still in the works. In the meantime the bureau of criminal identification is going to give us a piece of equipment at no cost. We'll just have to pay for service for it.

Mr. Cotner: Is that our only machine that we'll have for fingerprinting?

Lt. Early: We'll still have the one at the clerks use up front. That one's fine. This is the one that was actually back in the jail area that sends them directly to FBI and BCI when we process prisoners.

Mr. Cotner: Anyone have questions on this item? I will make a motion we send this to council for first reading. Do we have a second?

Mr. Skinner: Seconded.

Mr. Cotner: All those in favor say Aye. Aye. Opposed. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
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AYES:	Cotner, Long, Skinner, Luzader	

- c. Ordinance Appropriating Funds from Unappropriated Income Tax Fund to an Account in the City Income Tax Department.

Mr. Cotner: This request comes from the Auditor's office. Appropriating \$60,000 from the unappropriated income tax fund for miscellaneous distributions to pay the additional reader retainer. Any questions, comments? I'll make a motion then that we send this to council for a first reading. Do we have a second?

Mr. Luzader: Seconded.

Mr. Cotner: All those in favor say Aye. Aye. Opposed. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

d. Ordinance Authorizing the Mayor to Enter into Contract with Ohm Advisors for Professional Comprehensive Master Plan Services and Appropriating Funds Therefore.

Mr. Cicak: This is legislation that provides our recommendation from our selection committee to city council and the comprehensive master plan. The selection committee interviewed three qualified firms and they are MKSK, Planning Next, and OHM Advisors. Our selection committee unanimously chose OHM Advisors.

Mr. Cotner: Perhaps we could invite from OHM Advisors Mr. Domini to share a little bit. Mr. Domini is familiar with our city and has been gone for quite some time, but I don't think we ever left his heart. Welcome back sir. What could you share and enlighten council and our community on this?

Mr. Domini: It is a pleasure to be here with you tonight. It was an honor to interview for this project with the city. It's a project that I've been thinking about and talking about for close to 10 years. At that time it was a conversation I had with Mayor McCloud. Mr. Cotner you shared a story with me when I came in this morning that I showed up at his office with a bunch of plans at that time when I was first employed here, saying this is something we should really think about. The city has taken the position that this is an important step forward and I think a very important step for the community. I work all over the mid-west, from the U.P of Michigan to Tennessee to Pittsburgh and work on projects like this all the time. I'm also working with the City of Gahanna right now. We work with Hilliard, Westerville, the City of Columbus, Newark, Upper Arlington. It's an important document for you to have in place for a couple of reasons. One, I know for members of Planning Commission, BZBA that I've worked with, some here in the audience, it's an important legally defensible document. That's number one. When we make informed zoning decisions, land use decisions that's one of first test is to look at that document to see if it's compliant, which we haven't had in place and we haven't followed that test here. The second piece is the zoning code which Mr. Snowden's been updating and getting in line. Ultimately, although those are the two documents by which we make a decision, legal decisions on important land use matters. I think secondly and more importantly from the folks that I've talked to here it's really about where are we at as a community, who do we want to be, where are we going, and how do we get there. I've worked here off and on in-house and as a consultant and a lot of decisions we made were reactionary and were doing things to position ourselves for success, but without having a clear road map to get us there. I think this document and the process by which it's created will have a lot of value to how decisions are made here locally. We've taken a position with our approach and our team and Mr. Luzader and Mr. Cicak were in that interview, to be very specific and careful that we want to align this with the capital improvements plan. We don't want to create a shelf plan. We realized capital planning is important here and what we hope to do is align those two things, so that as you do capital planning it becomes very intentional, very layered, and effecting change here

locally vs fixing all the time or reacting or doing something here, something there. I would align all those things and make sure they work together. There are three things, I think this plans really going to help this community do. Again, be legally defensible, to create a clear vision and a road map, energize the community, and think about who you are and where you're going and then third align with capital planning. Bringing all those things together. That's why these documents are created. That's why communities have them in place. I think it will be really important and really monumental effort. I know you're working on another important project here, being the rec center and I've been watching from the outside looking in. But I think this effort carries as much weight and it carries even more for Reynoldsburg that hasn't really had a plan like that in place for quite some time. I'm honored to be here working again with the leadership and with staff and the community at large to put this together. Again, it's kind of bittersweet for me. I didn't have it when I was here as a staff member, but I'm glad that Mr. Snowden will be on this journey with us and ultimately leave this legacy with the community moving forward. With that I'll answer any questions.

Mr. Cotner: Was Reynoldsburg your first job?

Mr. Domini: It was my first public job, then the private sector for some time.

Mr. Cotner: In that time you were here you definitely made an effort to push for this and I'm real excited. One of the first things that I remember was I was talking about how to get here and how to make something like this happen. You mentioned in your communications about the process. Can you share a little bit on what the process for this plan would look like?

Mr. Domini: There's only three things that will happen within that process. First is, really digging down and understanding the current condition of things. We've teamed with CT Consultants who is a familiar face to this community to help us do that. OHM Architects, Engineers, and Planners we have that tool as well. Really understanding where are we at now currently in terms of what land is developable, what land is not developable, what's being served, what's not being served. To create that kind of foundation. The second piece will be listening to the community and I've taken the old model of listening and turned it around a little bit because it's really challenging to get people to come to public meetings. 40 to 50 people come. They're the emotional vocal minority that shows up. It's not just Reynoldsburg, it's every community. So, we're going to have meetings like that, but we're also going to do a statistically balanced survey within the community, so that we will know within 95% confidence level plus or minus 5% margin of error what the community thinks about certain issues. Those will be things like community assets, like trails, parks and recreation. It will be things about land use and housing. Really understanding as a community what you think. For this group it will be really important because it's defensible, it's accurate, it's statistically valid and it's something from which we can make informed decisions. The third piece will be something our team will bring, which is best practices. What are other communities doing like yourselves around community branding, around connecting the community with motorized, non-motorized connections. We're working with MORPC on urban corridor analysis strategies and mass transit. So, how do we align all those things together to make sure your position for success? Those will be essentially the things going into the process and I'll be led by a steering committee which we will establish with the

leadership here.

Mr. Cotner: Questions, comments from other committee members? Council? I will make a motion then that we send this to council for a first reading.

Mr. Long: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

e. 1906 : Community Consortium Bid: 2018 Extension

Mr. Sampson: The ordinance is a renewal agreement with Rumpke of Ohio for the collection, transportation, and delivery of disposal or processing of residential solid waste recyclable materials and yard waste. This renewal agreement is an extension of our current contract for 2018.

Mr. Cotner: Questions or comments? I will make a motion that we send this to council for a first reading.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
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AYES:	Cotner, Long, Skinner, Luzader	

f. Ordinance Authorizing Mayor to Enter into an Agreement with Evans, Mechwart, Hambleton & Tilton, Inc., ("EMH&T") for General Consulting and Professional Design Services. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion that we send this to council for a second reading.

Mr. Luzader: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- g. Ordinance Authorizing Mayor to Enter into an Agreement with CT Consultants, Inc., ("CT") for General Consulting and Professional Design Services. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council for a second reading.

Mr. Long: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- h. Ordinance Authorizing Mayor to Enter into an Agreement with American Structurepoint for General Consulting and Professional Design Services. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council for a second reading.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- i. Ordinance Authorizing Mayor to Enter into Contract with the District Advisory Council of the Franklin County General Health District, and Franklin County Public Health for Health Services from January 1, 2018 to December 31, 2018. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council for a second reading.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
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AYES:	Cotner, Long, Skinner, Luzader	

- j. Ordinance Authorizing Emh&T to Conduct Surveying, Design Engineering & Bidding Services for Roadway Improvements to Baldwin Road; Appropriating Funds Therefore and Declaring an Emergency. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council with the recommendation for adoption as an emergency.

Mr. Luzader: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Brett Luzader, Ward II	
AYES:	Cotner, Long, Skinner, Luzader	

- k. Ordinance Authorizing the Mayor to Enter into Contract with Gilbane Building Company for Professional Construction Management Services for the Reynoldsburg Community Center AND DECLARING AN EMERGENCY. (First Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council for a second reading with the recommendation for adoption as an emergency.

Mr. Long: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Chris Long, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- l. Ordinance Appropriating Funds from the Unappropriated Income Tax Fund. (Second Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council with the recommendation for adoption.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- m. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Sections 949.07 Water Meter Service Fee and 949.08 Charge for Testing Meter of Chapter 949 Water Regulations. (Second Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council with the recommendation for adoption.

Mr. Luzader: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
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AYES:	Cotner, Long, Skinner, Luzader	

- n. ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: Amending Sections 953.01 Water Rate Schedule; Section 953.04 Charges Billed Quarterly; Late Payment Penalty; Section 953.06 Discontinuance of Service; and Section 953.09 Special Charges of Chapter 953 Water Charges. (Second Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council with the recommendation for adoption.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
MOVER:	Barth R. Cotner, At Large	
SECONDER:	Dan Skinner, At Large	
AYES:	Cotner, Long, Skinner, Luzader	

- o. Ordinance Authorizing City Auditor to Remove Equipment from the City's Fixed Asset List. (Second Reading 9/25/2017).

Mr. Cotner: Questions, comments on this item? I will make a motion we send this to council with the recommendation for adoption.

Mr. Skinner: Seconded.

Mr. Cotner: All in favor say Aye. Aye. Oppose. Thank you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 10/9/2017 7:45 PM
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p. Speaker - Kristin Bryant

Kristin Bryant: 387 Cheyenne Way, Reynoldsburg. The service fee or rather the deposit for water bills for incoming renters into town. I guess I'm a little concerned the purpose or goals of this deposit. Understanding the water bill is going to follow the property owner as opposed to the renter. Are we in the business of playing collection agent for the landlords or are we just trying to protect ourselves from unpaid water bills? If the concern is the water bill is being unpaid I think it would be more fair if we looked at it from the standpoint of credit or lack thereof. It's not uncommon for AEP or Columbia Gas to require deposits for people who have never had that utility in their name. For instance, whether or not they are renting or buying the home, if they have never had service within a certain period of time, for instance, if they have defaulted or allowed bills going into collections in the past. I think that would probably be the more important thing to look at as opposed to simply saying, well this persons coming in to rent property, lets hit them with yet another deposit because I think most rental communities, such as the one I live in, I pay my water bill to my landlord. They are the ones that take care of that. I think there are some other rental properties in the city where the landlord is paying the water and then collecting that from the tenant. I would encourage you to look at your purpose for doing such a service fee. Thank you.

Mr. Cotner: Anyone, council, or administration have comments? Thank you.

q. Discussion - Video Meetings

Mr. Cotner: In terms of starting to gage the feel and the potentials of videoing our meetings, whether we end up with that being able to be presented as a live stream or whether that's something we're able to record and the community can review later. There's certainly some options that are available. By looking at this somehow we at least open up the possibilities of more involvement and connectivity to community members. We love to see the faces that are here, but it would be awful nice to see a lot more. My thought is with the potentials of videoing, at least we share as much as we can and open up the possibilities for more interaction and connectivity with the community. I have talked with Ms. Beggerow about it. She has starting to investigate a little bit and I think she has maybe some information she can share on some things a little bit.

Ms. Beggerow: Our Accela Program has a tie in called Civic Streaming that in the event that we would want to video our meetings it would also allow me to, not only would I be able to control the meeting from here, but also in meeting minutes are prepared I can time stamp certain segments. For example, if we want to talk about the budget, when I'm doing my meeting minutes if we started at 7:45 and ended at 8:15 on the budget I can time stamp that

and if you are going through the meeting minutes and hit that section you can play that particular section of the meeting also. It's not going to be super huge high-def. We met with some folks earlier today and they were asking me about different ways of tying the camera in. It's not going to be a super great crystal clear picture, but they also said that people don't generally tune into a council meeting to see the look on everybody's face. There is an added cost to the Accela portion to it that would just be added to my bill for MinuteTraq, and I think the actual camera equipment, well that would include the tie in for the Accela Program. There's just whatever cost we would do in upgrading our cameras in here, which I don't think will be all that terrible. If we wanted to go that route.

Mr. Long: Just along the lines of cost, I think that something else that needs to be considered is 1.) How long are we required to keep these recordings and 2.) How much space do they take up? Is there going to be any additional costs with our IT department for our storage?

Ms. Beggerow: There would not be. It's cloud based. The Accela Program tie in is cloud based. As far as the retention goes it would be whatever I would add to my retention schedule.

Mr. Long: Normally a cloud environment does have limitations on the size what you pay for.

Ms. Beggerow: Right. That would be part of the cost that we have.

Mr. Long: It could fluctuate is the amount of videos that we store over time our storage begins to grow. We begin to up grow our base amount as far as our storage.

Ms. Beggerow: They didn't give me any limitations on that. I will double check on it. I will find out if there's a storage capacity. I would go with what other communities are doing as far as their video, as far as putting that on retention schedules.

Mr. Cotner: There are several communities around that are doing this now.

Mr. Long: Bexley's one of them.

Ms. Beggerow: Bexley, Westerville.

Mr. Skinner: Did they give us any ballpark figures on amounts or no?

Ms. Beggerow: The amount for the Accela side is an additional \$8,000 per year, but that includes the terminal to tie in, their hardware. That does not include upgrading the cameras, which were waiting on a quote for that, but I think he hinted that it would not be more than \$1,500 for camera upgrades. The cost on the Accela, there's a high def price and then there's not. HD's \$12,000. I don't see why we would need to do HD.

Mr. Cicak: I see school board member Dunlap is here and the school board is able to do a podcast of just a recording and it ties into this equipment. Does it cost anything for the school board extra? Do you know off the top of your head?

Ms. Dunlap: I don't know exactly, but I don't think there's an additional cost. It's pretty simple. Done in-house with our own software. I can double check and let you know.

Mr. Cicak: Does it tie right into this microphone that were talking in now?

Ms. Dunlap: Yes.

Mr. Spalding: I can certainly agree. I think it makes a lot of sense. In particular, if it's something simple to do like what the school board does, again, makes a lot of sense. If it's costly, I'm not sure it would make as much sense. If I feel what we're putting out is really worth it, great, but \$10,000 a year, \$8,000 a year, then all the sudden I start slowing down, I'm not sure that it's worth that much to go ahead and do that. If it is reasonable as we had discussed, great, I'm behind it 100%.

Mr. Cotner: Anyone else? Comments, questions?

Ms. Beggerow: When it comes to just audio only, I retain the audio files. The retention schedule is that they are only kept for a year past transcription. Also, the downside with just an audio only, because I could take our recordings and post them to the website for a certain time period. You don't have that click here, go straight to that. You would have to go through and hunt and peck and find what you're looking for.

Mr. Cicak: Is that worth \$80,000 in ten years? I don't know.

Mr. Cotner: I think at least we're at an opening discussion point and I think the concept has merit to at least try to open up the meetings and make it as accessible as we can to the community. I think that's where we were maybe starting and jumping in tonight and perhaps we can get some more dollar costs and have something to look at in maybe 2 weeks where we begin to compare a little bit. What the options could be. It sounds like there's support that we would like to see something like this and have the option to open that up for our community. We'll hold this for a couple weeks. See what you can come up with in the meantime, dollar figures, options. We'll discuss it further at that point.

Mr. Joseph: Question for the Clerk. When you were looking at the other communities that use that program did they have any kind of feedback on what type of viewership they had from their local communities when watching those broadcasts?

Ms. Beggerow: No, I don't have that.

Mr. Joseph: Do they have that kind of information?

Ms. Beggerow: I can poll the group and find out. A lot of these communities aren't necessarily using the Accela Program that we use. They use Granicus and a couple of other ones that are a little bit more expensive than what we currently have. I don't know if that gives them access to how many people are tuning in. I don't even know how many do live

stream. It could be they record and broadcast once they get their meeting minutes put together.

Mr. Joseph: I don't think that being live is as critical as being able to see the feed, but I think if somehow we could determine what kind of viewership there is could influence whether it's worth the money to do something like that because obviously people have busy schedules and if they could watch it at their leisure they might be more inclined to do it than coming down here every other Monday when they have 1,000 other things to do. If we can get some kind of feedback report from those communities. If they track it at all or have any ability to determine what kind of viewership they have, that would be great to have that information. Thanks.

Mr. Cotner: I think it's worth the investment someway. We really were compelled to try and bring things forward a little bit more. You're right, that will help us dictate what that investment could look like. Thank you. Again, we'll hold that a couple weeks and if there's no other business before the Finance Committee we will adjourn at 8:16 pm.